

The Regional Municipality of York

Committee of the Whole
Finance and Administration
April 13, 2023

Report of the Commissioner of Corporate Services

Chief Administrative Officer and Commissioner of Corporate Services' Use of Delegated Authority for Land Acquisitions and Dispositions 2022 Annual Report

1. Recommendation

Council receive this report for information.

2. Summary

Delegation Bylaw 2018-50 provides that the Chief Administrative Officer and the Commissioner of Corporate Services may authorize acquisitions and dispositions up to \$500,000. The Corporate Land Acquisition Policy and the Sale and Other Disposition of Regional Lands Policy require the Commissioner of Corporate Services to report to the Committee of the Whole and Council, annually, on acquisitions and dispositions of all lands that were authorized in accordance with Delegation Bylaw 2018-50.

This report fulfills these requirements for the year ending December 31, 2022.

Private Attachment 1 to this report will be considered in private session pursuant to section 239(2)(c) of the *Municipal Act*, 2001, as it relates to the acquisition and disposition of lands by the Region.

Key Points:

- Pursuant to Delegation Bylaw 2018-50, the Chief Administrative Officer and the Commissioner of Corporate Services have the joint authority to approve acquisition agreements for lands and interests in lands where the total compensation is \$500,000 or less
- Pursuant to Delegation Bylaw 2018-50, the Chief Administrative Officer has the authority to approve individual disposition agreements for lands where the total compensation is \$500,000 or less
- In 2022, the Chief Administrative Officer and the Commissioner of Corporate Services authorized 29 land acquisitions

- In 2022, the Chief Administrative Officer authorized 13 land dispositions
- In 2022, Council delegated the authority to the Commissioner of Corporate Services to authorize one land disposition, with staff to report the final sale price back to Council upon closing of the transaction

3. Background

Corporate Policy provides for the delegated authority for acquisitions and dispositions of lands where the total compensation is \$500,000 or less

The Corporate Land Acquisitions Policy (“Acquisitions Policy”) and Sale and Other Disposition of Lands Policy (“Dispositions Policy”) together establish a comprehensive framework to govern the acquisitions and dispositions, respectively, of real property by the Region. The Acquisitions Policy was approved by Council on September 21, 2006, and last updated on November 17, 2011, and authorizes the Chief Administrative Officer and the Commissioner of Corporate Services to approve individual acquisitions for lands where the total compensation does not exceed \$500,000. The Dispositions Policy was approved by Council on April 24, 1997, and last updated on April 19, 2018, and authorizes the Chief Administrative Officer to approve individual dispositions for lands where the value does not exceed \$500,000.

The Region’s Delegation Bylaw 2018-50 was passed by Council on June 28, 2018, confirming that compliance with the Acquisitions and Dispositions Policies is required.

4. Analysis

Transactions were completed in accordance with Regional Policies

The Acquisitions and Dispositions Policies set out the procedures for facilitating transactions, including valuation, environmental due diligence, and delegation of authority.

Twenty-nine acquisitions were negotiated in 2022

In 2022, 29 acquisitions were negotiated in accordance with the delegated authority of the Chief Administrative Officer and Commissioner of Corporate Services. Twenty-seven of the transactions involved nominal consideration, and two transactions involving a cumulative compensation of \$191,510. The transactions involving nominal consideration were reflective of agreements where both the Region and owner or seller benefitted from the transaction by means other than compensation. A summary of the acquisitions is provided in Table 1 of Private Attachment 1 to this report.

Dispositions were completed for lands that were surplus to Regional requirements

Staff facilitated 13 dispositions that were subject to the delegated authority of the Chief Administrative Officer. The cumulative value of the five transactions that did not involve nominal compensation was \$1,012,000. Seven nominal dispositions were to accommodate utilities in existing or future road right of way, and the nominal transaction with the Town of East Gwillimbury was to restore access to Town land that was affected by the widening of 2nd Concession Road. All fee simple dispositions involved lands that were not required for Regional purposes. A summary of the dispositions is provided in Table 2 of Private Attachment 1 to this report.

Council authorized the Commissioner of Corporate Services to approve the final compensation for one disposition that was completed in 2022

In [October 2021](#), Council approved the disposition of Region-owned land at 432 and 438 to 442 Davis Drive in the Town of Newmarket. The agreement of purchase and sale was executed by the Commissioner of Corporate Services on February 3, 2022 and closed on September 9, 2022. The approval by Council was based on the appraised value and was subject to staff reporting the final sale price to Council upon completion of the transaction. This transaction is summarized in Table 3 of Private Attachment 1 to this report.

5. Financial

Acquisitions involving compensation were funded by the 2021 or 2022 associated Capital Budgets. With respect to the dispositions, net proceeds were allocated in accordance with the Region's Surplus Management Policy contained within the Reserve and Reserve Fund Policy.

6. Local Impact

There is no direct local impact relating to this report.

7. Conclusion

The Corporate Land Acquisition Policy and the Sale and Other Disposition of Regional Lands Policy require the Commissioner of Corporate Services to report transactions of all lands that have been acquired or disposed of for \$500,000 or less to the Committee of the Whole and Council. Staff successfully negotiated 29 acquisitions and 14 sales that were within the delegated authority of the Chief Administrative Officer and Commissioner of Corporate Services to approve. The transactions are summarized in Private Attachment 1 to this report.

For more information on this report, please contact Michael Shatil, Director, Property Services at 1-877-464-9675 ext. 71684. Accessible formats or communication supports are available upon request.



Recommended by:

Dino Basso
Commissioner of Corporate Services



Approved for Submission:

Bruce Macgregor
Chief Administrative Officer

March 24, 2023

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Private Attachment 1 – Transaction Summary